

# *COTR Designation Letter*

- Notifies Contractor of Who They Will be Working with on Task Order
- Provides You with the 'Do's and Don't's'
- Official Appointment



# *Hardware/Software under TIPSS-2*

- **TIPSS is a service contract**
- Can get HW/SW if incidental to the service being performed
- Rough Yardstick 10% of total or low dollar





# *Exercising Options*

- Option to Extend the Term
- Option to Increase the Level of Effort
- Advance Notice Required (Usually 60 days)
- Need Money to Exercise
- Don't have to Exercise Option
- Plan Ahead - Put on your calendar



# *Incremental Funding*

- A temporary funding problem
- A Commitment to get the money
- Incremental Funding vs. Options

# *Using Last Years Funds For This Years Work*

- Twelve month or POP End
- Can't obligate Last FY Money in Current FY
- Plan Manager Involvement
- Crossing Over Fiscal Years
- Severable versus Non-Severable

